

Artists Payment Policy

A Fair Pay, Fair Practice Policy

Developed with reference to the Arts Council of Ireland's Fair Pay, Fair Practice Policy Toolkit (2025) and the Arts Council's Paying the Artist policy (2020)

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Next scheduled review: [date, 12 months from adoption]

1. Introduction

Leitrim Sculpture Centre (LSC) is a national, strategically important arts centre and gallery dedicated to supporting artists working in sculpture, materials-based and expanded visual arts practice. We provide residencies, exhibitions, workshops and technical facilities that enable artists to research, develop and present ambitious new work.

This policy sets out our commitment to Fair Pay, Fair Practice for every artist, freelance arts worker and technical contributor who works with us. It exists because how we pay and treat artists is central to the kind of organisation we are, and to the kind of sector we want to help build.

This policy is written for our artists, freelance arts workers, staff, board, funders and the public. It should be read alongside our contracts, our Equality, Diversity and Inclusion policy and our organisational strategy.

2. Context

What we mean by Fair Pay, Fair Practice

Following the Arts Council of Ireland's definition, we understand fair pay as a fair exchange of value: remuneration that reflects the time, input, expertise and standing of the artist or freelance arts worker, and the value they create through their engagement with us. This applies to fees, stipends, materials budgets, expenses, and non-cash supports such as accommodation and technical access.

We understand fair practice as the terms, conditions, attitudes and behaviour that create an ethical, respectful working environment - one in which artists and freelance arts workers are recognised as professionals, treated justly, and supported in their wellbeing.

Where we are now

LSC has paid artists for residencies, exhibitions, workshops and technical support since [year], with published rates reviewed most recently on 1 May 2024. We provide free accommodation and technical access for residency artists, digital contracts issued in advance of engagement, and clearly staged payment schedules. This policy builds on that foundation.

We also recognise, through consultation with artists and the sector-wide research behind the Arts Council's toolkit, common gaps that this policy seeks to close: unpaid preparation, research, travel and administration time; inconsistent benchmarking of rates against the cost of living; limited transparency around commission and shop terms; and the need for clearer commitments on intellectual property, cancellation, and prompt payment.

Any exceptions to this policy - for example, genuinely voluntary community participation that is not a commissioned engagement - will be clearly identified as such in advance and will never apply to commissioned or contracted artistic work.

3. Purpose

This policy exists to ensure that every artist and freelance arts worker who works with Leitrim Sculpture Centre is paid fairly, treated with respect, and supported to do their best work. It sets out what we already do well, and the further commitments we are making to advance pay and working conditions over the life of this policy.

4. Scope

This policy applies to all artists, freelance arts workers and technical contributors engaged by LSC, including but not limited to: artists in residence, exhibiting artists (solo and group), workshop tutors and assistants, mentors, induction providers, and technical resource support. It covers all stages of engagement - research, development, planning, delivery and reporting - and all forms of remuneration, including fees, materials budgets, commission arrangements, expenses and in-kind supports such as accommodation and facility access.

It does not set rates for LSC's employed staff, which are governed separately by our staff pay policy.

5. Principles

This policy is built around the five Fair Pay, Fair Practice principles set out by the Arts Council of Ireland. Each is as important as the others, and together they shape every commitment in Section 6.

- Respect - valuing artists and freelance arts workers, their time and their work
- Transparency - being open and clear; giving artists and freelance arts workers an effective voice
- Opportunity - ensuring fair and equitable access to work and career development
- Sustainability - advancing careers for the long term
- Fulfilment - enabling artists and freelance arts workers to do their best work, and promoting wellbeing

6. Practices

This section sets out what LSC commits to do under each principle, including our rates of pay as of [review date] and the further practices we are adopting.

6.1 Respect

We recognise artists and freelance arts workers as professionals and are committed to paying for their time and expertise, at every stage of a project.

- ☐ We never ask artists or freelance arts workers to work for free.
- ☐ Our rates recognise skills, knowledge and experience, and are set as ranges rather than single minimum figures, so pay can reflect the complexity of the work.
- ☐ We benchmark our rates against relevant sector norms, the National Minimum Wage and the National Living Wage, not only against other arts organisations' rates.
- ☐ We connect flat fees to a realistic estimate of the time required to fulfil a contract, and we say so in advertisements and contracts.
- ☐ Our fees cover preparation, research, planning, travel, meetings, documentation and reporting, in addition to delivery - not delivery time alone.
- ☐ Artists' and freelance arts workers' fees are ring-fenced in project budgets and are the first cost protected if a budget must be reworked.

Artists' rates of pay (as of [review date])

The following rates apply to residencies, exhibitions, workshops and technical services. Rates are reviewed annually (see Section 9) and benchmarked against comparable organisations and the cost of living.

6.1.1 Artists in Residence

Residency	Fee structure	Supports provided
Exhibition Residency (ER) - 2 months	Research fee €2,000 + Exhibition fee €2,000 (€4,000 total)	Free accommodation, full access to technical areas, tools, equipment and technical support
Technical Development Residency (TDR) - 1 month	Artist's research fee €2,000	Free accommodation, full access to technical areas, tools, equipment and technical support
Creative Exchange Research (CE) - 1 month, 2 artists collaborating	€2,000 per artist	Free accommodation, full access to technical areas, tools, equipment and technical support
Landscape, Ecology & Environment Research (LEER)	Research fee: = €2,000, plus group show exhibition fee €1,500 per artist	Free accommodation, full access to technical areas, tools, equipment and technical support

6.1.2 Exhibitions & Shop

Exhibition / sale type	Fee / commission	
One-person exhibition	€2,000 exhibition fee	Free accommodation, full access to technical areas, tools, equipment and technical support
Group exhibition (up to 4 artists)	€1,500 per artist	Free accommodation, full access to technical areas, tools, equipment and technical support
Large group exhibition (up to 50 artists)	Paid on a sale-of-work basis; LSC commission capped at 25% of sale price	
Shop sales	LSC commission capped at 20% of sale price. 10% commission if artists work for half day or more in the shop over 1 month	

6.1.3 Workshops

Role	Rate
Artist tutor delivering a workshop	€350 per day, 50 per hour, (2 hr prep, clean up) 5 hrs contact
Workshop assistant	€180-€240 per day, depending on skill, knowledge and expertise required

6.1.4 Technical Supports

Support type	Rate
One-to-one mentorship	€40-€60 per hour, depending on skill, knowledge and expertise required
Induction to a technical area or piece of equipment	€40 per hour
Technical resource support / maintenance / improvements	€50-€80 per hour, depending on complexity

New commitment: from [date], LSC will also pay for meetings, travel days and mandatory training associated with any of the above engagements, and will pay overtime where an artist or freelance arts worker is required to work substantially beyond the agreed time.

6.2 Transparency

We are committed to open, early communication and to giving artists and freelance arts workers an effective voice in decisions that affect them.

- ☐ We publish our rates of pay and this policy on our website.
- ☐ We meet artists and freelance arts workers to discuss and agree terms before finalising a contract, so pay and conditions can be negotiated rather than simply presented.
- ☐ Our contracts clearly separate fees, materials budgets and expenses, and set out the payment schedule and how to invoice us.
- ☐ Where we are not able to pay for a particular activity, we say so in advance and explain why.
- ☐ Contracts state clearly whether documentation of artworks or performances will be shared online or on social media, and artists retain the right to refuse permission.
- ☐ Ownership and copyright of work produced through a residency or commission is agreed in writing before work begins, with fair credit and, where relevant, additional payment for future use of images or documentation.
- ☐ We direct freelance artists to relevant representative and resource organisations so they can find independent advice on their rights and on negotiating terms.

6.3 Opportunity

We are committed to fair and equitable access to work and career development opportunities at LSC.

- ☐ We build fair pay and fair practice into our Equality, Diversity and Inclusion policy and consider its impact in every artist-facing decision.
- ☐ We offer paid opportunities to emerging as well as established artists, and cultivate opportunities for mentoring and repeat engagement over time.
- ☐ We consult with each artist in advance about access requirements and preferred ways of working, and build flexibility into schedules and deadlines where we can.
- ☐ Where resources allow, we contribute to the additional costs faced by artists with disabilities or caring responsibilities in taking up a residency or engagement with us.
- ☐ We offer networking opportunities and, where appropriate, broker introductions to other organisations, funders and peers.

6.4 Sustainability

We want artists and freelance arts workers to be able to sustain a career, not just complete a single project with us.

- ☐ We pay an instalment of the fee upfront, with staged payments at agreed milestones, set out clearly in the contract.
- ☐ We pay promptly - within 10 working days of receiving a correctly submitted invoice - and tell artists in advance when they can expect payment.
- ☐ We pay a cancellation fee where LSC cancels a confirmed engagement, and cover reasonable costs already incurred by the artist.
- ☐ We budget artists' fees, materials and expenses as separate lines, so a shortfall in one does not reduce an artist's fee.
- ☐ Payments for travel, accommodation and subsistence are reviewed annually to keep pace with inflation.
- ☐ Residency artists are, where appropriate, engaged on a payroll basis so that PRSI contributions build a record with Revenue and support future access to social welfare entitlements.
- ☐ We cover artists and freelance arts workers under LSC's public liability insurance while they are working with us.

6.5 Fulfilment

We want artists and freelance arts workers to do their best work with us, in a safe and supportive environment.

- ☐ We invite feedback from artists and freelance arts workers formally and informally, including at the end of a residency or project.
- ☐ We involve artists as early as possible in the planning of their engagement, not just at delivery stage.
- ☐ We direct artists and freelance arts workers to wellbeing supports such as Minding Creative Minds, and outline in contracts any professional development support we offer.
- ☐ We respect break times and review the length of technical and workshop sessions with reference to the EU Working Time Directive.
- ☐ We are working towards signing up to Safe to Create, the sector's dignity-at-work code.

7. Related Policies

This policy should be read alongside LSC's Equality, Diversity and Inclusion policy, our organisational strategy, our health and safety policy, our standard artist contracts and agreements, and our shop/commission terms. It aligns with the Arts Council of Ireland's Paying the Artist policy (2020) and its Fair Pay, Fair Practice Policy Toolkit (2025).

8. Implementation and Responsibilities

This policy is approved by LSC's Board of Directors. The Director is responsible for its overall implementation and for ensuring rates, contracts and payment processes reflect the commitments set out here. Programme and technical staff are responsible for applying it day to day, including in advertisements, contracts and invoicing timelines. The 3-Year Action Plan in Section 10 sets out how these commitments will be delivered and by whom.

9. Monitoring and Review

This policy will be reviewed annually by the Director and Board, informed by: artist and freelance arts worker feedback gathered after each engagement; an annual benchmarking exercise against comparable organisations

and the cost of living; and progress against the 3-Year Action Plan. Rates of pay will be reviewed at least annually, in line with our Sustainability commitments. Any artist or freelance arts worker may raise a concern about the application of this policy with the Director in the first instance.

10. Three-Year Action Plan (2027-2030)

This action plan turns the commitments in Section 6 into practical, time-bound steps, following the Arts Council's Implementation Plan template. It will be reviewed and updated annually alongside this policy.

Year 1 (2027-28): Foundations

Principle	Action	Result / target	Timeframe	Who is responsible	Status
Respect	Benchmark all current rates against sector, Living Wage and cost-of-living data; adjust where needed	Updated, published rate card	Q1-Q2	Director	Not started
Respect	Build preparation, travel and documentation time into all fee calculations and contract templates	Revised contract template	Q2	Director / Admin	Not started
Transparency	Publish current rates and this policy on the LSC website	Rates and policy live online	Q1	Admin	Not started
Transparency	Revise standard contract to separate fees, materials and expenses, add IP and social-media-sharing clauses	New contract template in use	Q2	Director	Not started
Sustainability	Introduce 10-working-day payment turnaround and confirm milestone payment schedule in all contracts	Payment SLA adopted	Q1	Admin / Finance	Not started
Sustainability	Review travel, accommodation and subsistence rates against inflation	Updated expense rates	Q3	Director	Not started
Fulfilment	Add wellbeing and professional-development information (e.g. Minding Creative Minds) to all artist contracts	Info pack included in contracts	Q2	Admin	Not started
Opportunity	Consult each incoming artist on access and caring-responsibility needs before agreeing schedules	Access checklist in use	Q1	Programme staff	Not started

Year 2 (2028-29): Embedding practice

Principle	Action	Result / target	Timeframe	Who is responsible	Status
Respect	Review and, where budgets allow, increase rates in line with Year 1 benchmarking	Rate card updated	Q1	Board / Director	Not started
Transparency	Gather structured feedback from every artist at the end of their engagement	Feedback process in place	Ongoing from Q1	Director	Not started
Opportunity	Establish a small access/inclusion fund to support additional costs for disabled	Fund established and used at least once	Q2-Q4	Board / Director	Not started

Principle	Action	Result / target	Timeframe	Who is responsible	Status
	artists or those with caring responsibilities				
Sustainability	Move eligible residency engagements onto payroll (PAYE/PRSI) where appropriate	First payroll-based residency delivered	Q3	Director / Finance	Not started
Sustainability	Confirm cancellation-fee terms in all contracts and public liability cover for engaged artists	Cover and clause confirmed	Q1	Director	Not started
Fulfilment	Register interest in / work towards signing up to Safe to Create	Application submitted	Q2	Director	Not started
Fulfilment	Review technical/workshop session lengths against EU Working Time Directive guidance	Session-length guidance issued	Q3	Technical Manager	Not started

Year 3 (2029-30): Review and deepen

Principle	Action	Result / target	Timeframe	Who is responsible	Status
Respect	Full policy and rates review against updated sector and cost-of-living benchmarks	Policy v3.0 approved by Board	Q1-Q2	Board / Director	Not started
Transparency	Publish an annual short report on how rates and fees have changed since 2026	Report published	Q2	Director	Not started
Opportunity	Formalise mentoring and repeat-engagement pathways for emerging artists	Pathway documented and offered	Q2-Q3	Programme staff	Not started
Sustainability	Assess feasibility of annual increments for artists in long-term or multi-year engagements	Recommendation to Board	Q3	Director	Not started
Fulfilment	Independent review of artist feedback and wellbeing outcomes across the three years	Review report to Board	Q4	Board / Director	Not started

Status key: Not started / In progress / Complete / Ongoing. The Director will update status quarterly and report progress to the Board as part of the annual policy review (Section 9).